

C-O-N-F-I-D-E-N-T-I-A-L

PROCUREMENT DIVISION WEEKLY REPORT FOR

PERIOD ENDING 23 MARCH 1983

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

a. Delta Data Terminal Special End of Fiscal Year Price Discount: Delta Data Systems Corporation's fiscal year ends 31 March 1983, and they have offered the Agency a one-time special inventory clearance discount price of \$5,600 for the 7260T terminal with all current upgrade features. This price represents a per terminal savings of \$790. Through the efforts of ADP & Engineering Branch (ADP&EB) and Office of Data Processing (ODP), requisitions are being processed to procure approximately 70 terminals. This is a net savings to the Agency of \$55,300. \$47,400 of this savings will be attributable to the DO who is acquiring 60 terminals at this time.

b. International Technology Corporation (ITC) Optical Character Reader: The ITC Optical Character Reader contract scheduled for a second hearing before the Agency Contracts Review Board (ACRB) on 15 March 1983, was postponed at the last minute to 5 April 1983, in order to give our auditors time to prepare their written pre-contract survey report on the firm. In the meantime, the Contracting Officer (CO) has received this report detailing the accounting practices and internal controls of ITC.

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c. Intergraph Corporation: Negotiations were finalized with Intergraph Corporation for the lease to purchase of a Computer Assisted Design and Drafting System. This system will be used by the Architectural Design Staff and the Headquarters Engineering Branch for operation and maintenance of the new Headquarters building. The contract will utilize a five year systems life and contain options to expand the workstation capabilities. Total contract value including hardware and maintenance options will be \$1.59 million dollars. [REDACTED]

[REDACTED]

[REDACTED]

e. DCI Portrait: The General Purchasing Branch received a Form 2420 requisition in the amount of \$12,000 to cover cost of a portrait for the DCI. Mr. Everett Raymond Kinstler was selected by Mr. William Casey to paint the portrait. Plans for the painting require three to five sittings in the artist's New York studio and should begin shortly after 1 May 1983. All such arrangements will be coordinated [REDACTED]

[REDACTED]

f. Support for DCI: On 22 March 1983, the Administrative Products and Services Section, General Purchasing Branch, PD/OL, received a requisition for lockers for the waiters and waitresses who serve the DCI. The required delivery date on the requisition was 1 June 1983, or sooner. A confirming telephone order was given to the Steinger B. Moore Corporation of Norfolk, Virginia, on 22 March. The lockers will be delivered and installed by 2 May 1983. [REDACTED]

[REDACTED]

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25X1 g. Cancellation of Request for Proposal (RFP) 83A-141 - Task Analysis Study: After several months of preparation, including close coordination with OL's Security Staff to open up two contractor facilities and clear key personnel, the Office of Communications (OC) withdrew funding for the project, forcing cancellation of the RFP just prior to a scheduled bidder's conference. The decision to drop this project (which would have provided OC with a valuable tool for use in recruiting, selection, training, and evaluation of personnel) resulted in wasting the considerable effort expended by PD, OL/SS, and Office of Medical Services personnel in preparation of the RFP.

3. Significant Events Anticipated During the Coming Week:

25X1 None.

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